

NOTICE TO BIDDERS

Notice is hereby given that the Board of Commissioners of Montgomery County, Indiana and the City of Crawfordsville, Indiana; hereinafter referred to as the *OWNERS*, will receive sealed bids for the following project:

Landfill Grading Improvements Phase 2

Proposals may be forwarded individually by registered mail or delivered in person at the Montgomery County Government Center, Commissioners Office, 1580 Constitution Row Suite E, Crawfordsville, IN 47933. Proposals shall be addressed to the Montgomery County Commissioners and be delivered prior to **4:00 p.m. local time, Friday, August 9th, 2024**. Bids received after the **4:00 p.m.** deadline will not be considered but will be returned to the bidder unopened.

All proposals will be received by the *OWNERS* at a public meeting held at the Montgomery County Government Center, Community Meeting Room, 1580 Constitution Row, Crawfordsville, IN 47933, and opened and read aloud at **8:00 a.m. local time, Monday, August 12th, 2024**.

The work to be performed and the proposals to be submitted shall include a bid for all general construction, labor, material, tools, equipment, taxes, permits, licenses, insurance, service costs, etc. incidental to and required for this project.

Copies of the Specifications and Contract Documents are on file in the Commissioner's Office, 1580 Constitution Row, Suite E, Crawfordsville, IN 47933. Plans and Specifications may be reviewed at this location during regular County business hours.

Copies of the Specifications and Contract Documents may be obtained at the office of Butler, Fairman, and Seufert, Inc., 8450 Westfield Blvd., Suite 300, Indianapolis, Indiana 46240. Copies of the documents are available for examining at the office of Butler, Fairman, and Seufert, 8450 Westfield Blvd. Suite 300, Indianapolis, Indiana 46240. Copies of the bid documents will be made available through the following method:

- as digital files or made available to the plan holder for download upon remittance of \$50 to the Engineer.

Remittances are not refundable. Payment shall be by money order or check and shall be made payable to Butler, Fairman, and Seufert, Inc. Plan holders must recognize that they will be notified of each addendum via email and will be required to electronically download addendum content via file transfer protocol (FTP). Obtaining Contract Documents at the Issuing Office of the Engineer ensures notification of any addenda.

Each proposal must be enclosed in a sealed envelope, bearing the title of the project, bid opening date and the name and address of the bidder firmly affixed. **The Bid documents to be thus submitted by each bidder shall consist of all of the documents listed in section 5.3 of the Instruction to Bidders. The bidder shall affix identifying tabs to the following sheets of each proposal:**

- **Bidder's Itemized Proposal and Declarations**
- **Bid Bond**
- **Standard Questionnaire and Financial Statement**

Each individual proposal shall be accompanied by a certified check or acceptable ***Bidder's Bond***, made payable to Montgomery County, in a sum of not less than ***five percent*** of the total amount of the proposal, which check or bond will be held by the said Montgomery County Auditor as evidence that the bidder will, if awarded a contract, enter into the same with the ***OWNERS*** upon notification from them to do so within ten days of said notification. Failure to execute the contract and to furnish a performance bond as required will be cause for forfeiture of the amount of money represented by the certified check, or bidder's bond, as liquidated damages. The Commissioners and the City of Crawfordsville at their discretion reserve the right to waive any and all informalities and to award the Contract to any Bidder all to the advantage of the Owners or to reject all bids. All bids submitted shall be valid for 90 days from the opening of the bids.

Montgomery County and the City of Crawfordsville reserves the right to ask for clarification for any bid submitted. The specification herein states the minimum requirements. It shall be the Bidder's responsibility to carefully examine each item of the specification. **Any bid not in substantial compliance with these specifications will be rejected. It will be the responsibility of the Bidder to conform to the requirements unless deviations have been specifically cited by the Bidder and acceptance made on the basis of the exception.**

The Board of Commissioners for Montgomery County Indiana acknowledges its responsibility to comply with the American Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternate audio/visual devices, and amanuenses) for participation in or access to County sponsored public programs, services and or meetings, the county requests that individuals make request for these services forty-eight (48) hours ahead of the scheduled program, services and/or meeting. To make arrangements, Contact Lori Dossett, Commissioners Executive Assistant, at (765) 361-2623 or lori.dossett@montgomerycounty.in.gov.

To Be Advertised:

July 12, 2024

July 19, 2024